

MILPERSMAN 1301-802

COMMAND POLICIES AND PROCEDURES - SPECIFIC POLICIES RELATED TO COMMAND

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| References | (a) SECNAVINST 5510.30A |
| | (b) OPNAVINST 1412.3G |

1. **Policy.** Any officer who is screened for command in grade will be assigned to command unless the officer indicates in writing an unwillingness to serve in command, is de-screened by a later command selection board, or whose performance declines following screening to the point where command assignment would be unwise. Unrestricted Line (URL) captains (CAPTs) who screen for a sequential command fall within this provision and, therefore, will similarly be assigned to command.

2. **Preparation and Approval of Command Screen Slates.** Following screening of officers for major command, the community distribution director prepares major command screen slates assigning screened officers to respective commands.

a. Navy Personnel Command (NAVPERSCOM),

- Director, Surface Officer Distribution Division (PERS-41), and
- Director, Aviation Officer Distribution Division (PER-43)

consult and coordinate aviation officer major ship and amphibious sequential command slates.

(1) The purpose is to facilitate matching officer experience and qualifications with appropriate sea command type.

(2) After consultation with community flag leadership, the slates are submitted via NAVPERSCOM, Career Management Department (PERS-4) to Commander, Navy Personnel Command (COMNAVPERSCOM) for approval.

b. Following screening of officers for commander (CDR) command, the community distribution director prepares CDR command screen slates assigning screened officers to respective

commands. The CDR command slates are approved by NAVPERSCOM (PERS-4).

3. **Command Tour Lengths**. As a general rule, command tour lengths are 24-36 months for sea commands and 3 years for shore commands (24 months for fleet support CDR command). Major shore command tours are for 2 or 3 years. MILPERSMAN 1301-110 contains detailed information on prescribed tour lengths for all types of officer assignments.

4. **Woman Officer Command Policy**. Where otherwise eligible, selection of women officers to command in any grade will be such as to provide equal command opportunity with male officer counterparts. All command policies enumerated herein apply to officers regardless of sex.

5. **LCDR Command Policy**. Command of a Coastal Mine Hunter (MHC), Mine Countermeasures (MCM), Rescue and Salvage (ARS), Air Transport Squadron (ATS), or Lieutenant Commander (LCDR) command assignments in general, are considered to be equivalent to assignment as an executive officer (XO) in Lcdr grade. This policy does not preclude assignment of quality officers to both an XO and Lcdr command tour.

6. **Number of Command Tours and Exceptions**. It is general policy that a URL officer is assigned to only one screened command in a given grade.

a. Certain planned exceptions to this policy exist for the reason of maximizing fleet readiness.

b. These exceptions, by grade, are as follows:

(1) All CAPTs. Designated second sequential commands include

- (a) Amphibious Squadrons (PHIBRONs),
- (b) some Tactical Destroyer Squadrons (TACDESRONs),
- (c) Readiness Support Groups (RSGs),
- (d) Amphibious Assault Ships (LHAs),
- (e) Aircraft Carrier (CV), and
- (f) Aircraft Carrier, Nuclear Powered (CVNs).

(2) Normally, these are immediate follow-on tours to a major afloat command.

7. **Policy for Full Time Support (FTS) Officers.** To ensure FTS community progression, the following procedures will be utilized for administrative boards and surface officer placement.

a. All administrative boards that screen FTS officers will have FTS officer representation.

b. NAVPERSCOM (PERS-41) will alternately assign, to the maximum extent possible, FTS and USN Surface Warfare Officers (SWOs) to commanding officer (CO) and XO billets on Naval Reserve Force (NAVRESFOR) ships; for example, CO-FTS, XO-USN; then CO-USN, XO-FTS. This policy does not preclude assignment of FTS SWOs to USN ships as CO or XO.

c. FTS pilots and Naval Flight Officers (NFOs) are screened for Naval Reserve CDR and CAPT command by boards specifically established for that purpose.

(1) FTS officers may be considered by all appropriate screening boards and compete on the basis of qualifications.

(2) Quotas will not be established for FTS in the screening process; however, boards will be briefed on the unique aspects of FTS career patterns.

(3) FTS officers will be utilized as members of selection and screening boards for which their experience and performance qualify them. FTS membership on selection and screening boards is required when FTS are being considered by the board.

d. Interchange of FTS and USN COs for aviation squadrons will be accomplished with the guidelines outlined below.

(1) Command of Reserve Force Squadrons (RESFORONs) will alternate between Selected Reserve (SELRES) officers and Active Duty officers (either FTS or USN). A SELRES officer in an Active Duty status for the duration of the XO and/or CO tour may fill the position of the Active Duty officer.

(2) Tour length will generally be 30 months, with officers serving as XO for 15 months, then as CO for 15 months.

8. **Security Clearance Requirements.** Security clearance requirements and the level of access required for a CO necessitates that the officer ordered to these billets have a completed Single Scope Background Investigation (SSBI) on record prior to assuming command. Orders written shall include the following information:

"Officer will require an SSBI completed within the last 5 years. If such SSBI has not already been completed or initiated, command delivering orders is directed to initiate request for SSBI as soon as practical. SECNAVINST 5510.30A, para. 8-7 pertains."

9. **Transfer of Command Reports.** When orders are generated ordering an officer to command of any Navy activity (shore and sea duty), **OPNAV AUK 00011** is to be included as an "info copy to." Passing instructions to Chief of Naval Operations (CNO) (OP-09B4) are included in the opening free text portion of the orders.

10. **Surface Ship Command Qualifications**

a. MILPERSMAN 1210-160 authorizes the designation "Qualified for Command" and establishes the general criteria required for qualification and validation, and establishes it as a mandatory prerequisite for a surface ship commander or captain command. Reference (b) provides definitive criteria and detailed procedural guidance in this regard.

b. The cognizant surface assignment officer enters the appropriate additional qualification designator (AQD) in the officer's automated records.

c. The additional qualification designator (AQD) "Qualified for Command" is not equivalent to, or a substitute for, formal or informal (depending upon grade) command screening, and in no way guarantees an officer of assignment to command a surface ship.

11. **Detailing to Major Command, Command, and XO Billets.** In filling major command, command, and XO billets ashore, detailers will give priority to those officers who have been formally screened by board action over those who have not been board screened, and over those who have already served in such a billet at the same paygrade.

a. If two officers are in contention for the same billet and one has been board screened and the other has not, or has already served in a similar billet, a flag review will be conducted at the request of any URL detailer involved, NAVPERSCOM

- Surface Officer Distribution Division (PERS-41),
- Submarine/Nuclear Distribution Division (PERS-42),
- Aviation Officer Distribution Division (PERS-43), or
- Fleet Support Assignment Branch (PERS-4419).

b. The review will determine which officer is better qualified for that particular billet.